

DEL PUERTO HEALTH CARE DISTRICT
875 E Street – Patterson, California 95363
FINANCE MEETING
MINUTES April 20, 2022

1. Call to order/Attendance

The meeting was called to order by Anne Stokman, Committee Chair, 8:31 AM

Other Board Members Present: George Gallo Mac Master, Committee Member

Staff Members Present: Karin Freese Hennings, Administrative Director/CEO; Paul Willette, Ambulance Director; Suzie Benitez, Health Center Manager; Maria Reyes-Palad, Financial Accounting Manager; and Danae Skinner, Administrative Staff Accountant.

2. Public Participation – there were no comments

3. Acceptance of Agenda

M/S/C George Gallo Mac Master/Anne Stokman to accept the agenda as presented.

4. Finance Report Review

A. Review for Approval: March 23, 2022 Finance Meeting Minutes

M/S/C George Gallo Mac Master/Anne Stokman to accept the minutes for March 23, 2022 as presented.

B. Review Financial Reports for March 2022

Maria Reyes-Palad reviewed the Financial Reports for March 2022 and answered all questions regarding the reports.

M/S/C Anne Stokman/George Gallo Mac Master to recommend to the Board to accept the Preliminary Financial Reports as presented.

C. Review for Recommendation March 2022 Warrants

Maria Reyes-Palad reviewed the report and answered all questions regarding the Warrants.

M/S/C George Gallo Mac Master/Anne Stokman to recommend to the Board to accept the Warrants as presented.

5. Old Business

A. RFP for Auditors FY2022-2024

Maria Reyes-Palad updated the committee regarding the progression of the RFP process. She sent out 23 RFPs and received three proposals. Maria Reyes-Palad reviewed the proposals and the committee asked if the costs the auditors gave were open for negotiation. Karin Freese Hennings will contact the firm and update the committee.

Discussion Only – No Action Taken.

6. New Business

A. District, HC, and Ambulance Marketing and Promotion Campaign

Karin Freese Hennings stated that the Apricot Fiesta special section of the Patterson Irrigator was going to include an ad profiling our providers to inform the community about our new providers. Karin Freese Hennings also stated that the Community Needs Assessment showed that the District is unknown to the residents and therefore we need targeted advertising to our potential patients.

Discussion Only – No Action Taken.

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- B. First Draft of Fiscal Year 2022-23 Operating Budget**
Maria Reyes-Palad presented the first draft of the 2022-23 budget with only the expenses as the income has not yet been estimated, due to the increased number of providers at the Health Center and updated reimbursement factors.
Discussion Only – No Action Taken.

7. Accounting and Finance Manager Report

- A. Update on COVID19 Stimulus P&L**
Information Only – No Action Taken
- B. Set Schedule for Committee Review of Account Reconciliations**
Anne Stokman reviewed the Account Reconciliations after the meeting was adjourned.

Meeting adjourned – 9:27 AM

Respectfully submitted,



Anne Stokman, Treasurer